



# King County

1200 King County  
Courthouse  
516 Third Avenue  
Seattle, WA 98104

## Meeting Agenda

### King County Ferry Board Executive Committee

*Boardmembers: Joe McDermott, Chair; Larry Gossett; Kathy Lambert*

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12:00 PM

Tuesday, August 28, 2012

Southwest Conference Room

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#### SPECIAL MEETING

1. Call to Order

2. Roll Call

3. Approval of Minutes of July 11, 2012 

#### Items for Final Action by the Executive Committee

4. Approval of invoices 

#### Briefing

5. Fall West Seattle Commute Schedule Change

#### Management Reports

6. Paul Brodeur, Director, Marine Division

7. Horace Francis, District Accountant

8. Chair's Report

9. Adjournment



*Sign language and communication material in alternate formats can be arranged given sufficient notice (206-1000).  
TDD Number 206-1024.  
ASSISTIVE LISTENING DEVICES AVAILABLE IN THE COUNCIL CHAMBERS.*



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# King County

1200 King County  
Courthouse  
516 Third Avenue  
Seattle, WA 98104

## Meeting Minutes - Draft King County Ferry Board Executive Committee

*Boardmembers: Joe McDermott, Chair; Larry Gossett; Kathy  
Lambert*

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1:30 PM

Wednesday, July 11, 2012

Southwest Conference Room

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1. **Call to Order**

*The meeting was called to order at 1:42 p.m.*

2. **Roll Call**

**Present:** 3 - Mr. McDermott, Ms. Lambert and Mr. Gossett

3. **Approval of Minutes of June 13, 2012**

*Boardmember Lambert moved approval of the minutes of June 13, 2012 as presented.  
The motion passed unanimously.*

### **Item for Final Action by the Executive Committee**

4. Approval of invoices

*Christine Nelson, District Administrator, reported on the following invoices: King County GIS (\$396.00); Marine Division (March 2012 operating \$255,017.70; March capital (\$604,119.97; April operating \$628,766.70; April capital \$1,206,149.46; May operating \$313,333.59; May capital \$250,290.21; 2011 interest earnings (\$3,104.22)); Inslee Best (corrected April 2012 \$4,199.50; May \$1,899.50); WA Department of Ecology (\$47.00); Morris Visitor Publications (\$931.00); and WA Department of Labor and Industries (\$114.16).*

*Scott Davis, Director, Marine Division, answered questions of the committee.*

*Boardmember Lambert moved approval of the invoices as presented. The motion passed unanimously.*

### **Briefing**

5. Colman Dock update

*Mr. Davis updated the committee on the Colman Dock project with Washington State Ferries.*

## Management Reports

6. Scott Davis, Director, Marine Division

*Mr. Davis reported on operating issues, including vessel reliability, and monthly ridership statistics. Mr. Davis also reported on fare collection through the ORCA card relating to King County employees.*

*John Resha, Board staff, answered questions of the committee.*

7. Horace Francis, District Accountant

*Horace Francis, District Accountant, presented the financial statements for January through April 2012.*

*Mr. Resha answered questions of the committee.*

8. Christine Nelson, District Administrator

*Ms. Nelson reported on a presentation she and Marine Division staff made to the West Seattle Chamber of Commerce and on her activities to increase knowledge of the water taxi in West Seattle, on invoicing for Alaskan Way viaduct mitigation funds, the status of the draft interlocal agreement with King County and grant proposals to the Puget Sound Regional Council, which will be decided in the next few months.*

## Chair's Report

9. Other Business

*This was Mr. Davis's last executive committee meeting before he retires. Mr. Davis made the following remarks: I would like to take this opportunity to express what a pleasure it has been having worked for, and with, you over the past three years. It has been an honor to serve the Ferry District and people of King County. We had nothing when we started three years ago and despite some bumps in the road, I know I am leaving feeling that it was a very rewarding time spent here helping to build a passenger-only ferry service. I tried my best to help lay a solid keel for the vessel that will carry the Ferry District into the future. As you continue to navigate through the as yet uncharted waters in front of the Ferry District, I wish that you have fair winds and following seas.*

*The Chair and committee members thanked >r Mavis for his service to the District.*

10. Adjournment

*The meeting was adjourned at 2:34 p.m.*

Approved this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Clerk's Signature

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### August 2012 Invoice Summary

Vendor	Invoice #	Amount
<b>Interfund transfer</b>		
Marine Division – June 2012 operating ] 8^A	81	\$437,852.02
Marine Division – June 2012 capital ] 8^A	82	698,523.35
<b>Warrants</b>		
Inslee Best- June 2012 ] 8^A	184441	\$6,233.00
Inslee Best - July 2012 ] 8^A	185225	\$5,059.50
Francis & Co. – April 2012 ] 8^A	3917	\$13,282.50
Francis & Co. – May 2012 ] 8^A	4023	\$6,200.95
Wash Dept of Enterprise Services – 3 <sup>rd</sup> Qtr Coop membership ] 8^A	18-1-58134	\$125.00
Enduris – 2013 Liability – General.Auto/Public Officials E&O/Employment Practicese ] 8^A	R13504	\$2,495.00
Tourmap - 2013 ] 8^A		\$1,400.00
Christine Nelson –Health Insurance Premiums – April – July 2012 ] 8^A		\$968.00

**King County Department of Transportation  
Marine Division  
Ferry District Operating Billing Summary**

**Summary Ferry District Billing for June 2012 - Operating Invoice #81**

Description	Expenditures
Management & Administration	\$ 161,644.38
Ops & Mtce - Maintenance	\$ 125,647.07
Ops & Mtce - Operations	\$ 132,762.52
Shoreside Operations	\$ 17,798.05
<b>Grand Total May Expenditures</b>	<b>\$ 437,852.02</b>

**Summary Ferry District Billing Year-to-Date 2012 - Operating**

Description	Expenditures
Management & Administration	\$ 528,729.55
West Seattle Route Operations & Maintenance	\$ 925,760.11
Vashon Island Route Operations & Maintenance	\$ 476,906.73
<b>Grand Total Year to Date Expenditures</b>	<b>\$ 1,931,396.39</b>

**Important Note:**

King County implemented a new set of financial systems beginning 2012. This resulted in changes to the account coding for all components within the financial system structure for the division operating and capital funds. Cost centers, projects, tasks are all changed. However, the expense categories remained the same from 2011 to 2012.

There are significant changes to how and where expenses are recorded in the different financial system modules. The general ledger contains summarized data reported from the projects/grants module, payroll system and summary entries prepared directly in the general ledger. The projects/grants module contains detailed data from invoices paid and labor charged to specific tasks and projects. Additional reconciliations are required to ensure the costs recorded in each of the modules are captured in monthly invoices to the Ferry District. Due to some system implementation issues, reconciliations continue to be worked on. Billings are based on the detailed expenses contained in the projects/grants module. Additional corrections will be made later in the year to ensure all costs are captured and billed to the Ferry District appropriately.

The expenditures continue to be presented in two views, including the operations and maintenance costs lumped together and the operations and maintenance costs broken down by route using the service hours allocation split of 66% West Seattle and 34% Vashon Island service.

**Highlights:**

**Management & Administration**

This includes all office staff salaries and central cost allocations. This month includes central services costs for Information Technology services, three months for BRC Services, five months of Director's Office Transportation Administration costs and Office Lease for June. Other central rates will be charged in the next few months or at the end of the year. KPFF expenses for \$8,606.22 included project management and continued drafting the 2012 PSRC regional competition application for FHWA grant funds.

**Ops & Mtce - Maintenance**

This category includes all maintenance staff and repair and maintenance costs to maintain the vessels. This month includes \$78,435.26 in costs from Pacific Fishermen Shipyard for annual maintenance and drydock services for vessel, Melissa Ann.



**King County Department of Transportation**  
**Marine Division**  
**Ferry District Operating Billing Summary**

**Ops & Mtce - Operations**

This category includes the captain and crew salaries for both routes and other vessel related operating costs such as fuel and supplies used for vessel operations. The invoice includes \$34,149.56 for fuel costs.

**Shoreside Operations**

The Shoreside Operations category includes the salaries of the marine information agents and terminal related expenses. Other expenses include signage costs of \$1,026.02 and printing cost of \$3,416.40 for the West Seattle Water Taxi brochure.

**King County Department of Transportation  
Marine Division  
Capital Project Summary Expenditures**

**Summary Ferry District Billing for June 2012 - Capital  
Invoice #82**

<b>Description</b>	<b>June Expenditures</b>	<b>May Expenditures</b>	<b>April Expenditures</b>	<b>Second Quarter Expenditures</b>	<b>First Quarter Expenditures</b>	<b>Year To Date Expenditures</b>	<b>Life To Date Expenditures</b>
Fund 3591 Central Costs				\$ -	\$ -	\$ -	\$ 2,510.57
Demonstration Terminal Facilities			\$ -	\$ -	\$ -	\$ -	\$ 8,512.13
MD Pier 50 Terminal Improvements [Seattle (Interim)]	\$ 38,082.05	\$ 659.13	\$ 13,035.46	\$ 51,776.64	\$ -	\$ 51,776.64	\$ 221,663.71
MD Vessel Acquisition 1 [Vessel Acquisition 1]	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 59,401.59
MD Seacrest Terminal Improvements [Seacrest Interim]	\$ 24,759.03	\$ 3,557.19	\$ 17,338.47	\$ 45,654.69	\$ -	\$ 45,654.69	\$ 1,835,808.72
MD Vashon Terminal Improvements [Vashon Terminal]	\$ 17,915.02	\$ 21,420.53	\$ 30,688.74	\$ 70,024.29	\$ -	\$ 70,024.29	\$ 149,086.95
MD Moorage Maintenance Barge [Interim Moorage/Maintenance Facility]	\$ 536,483.25	\$ 146,799.36	\$ 1,071,978.79	\$ 1,755,261.40	\$ 617,257.02	\$ 2,372,518.42	\$ 3,821,010.74
MD Marine Vessel Leases [Vessel Leases]	\$ 81,284.00	\$ 77,854.00	\$ 73,108.00	\$ 232,246.00	\$ 235,618.00	\$ 467,864.00	\$ 2,823,141.30
<b>Total Expenditures</b>	<b>698,523.35</b>	<b>250,290.21</b>	<b>1,206,149.46</b>	<b>\$ 2,154,963.02</b>	<b>\$ 852,875.02</b>	<b>\$ 3,007,838.04</b>	<b>\$ 8,921,135.71</b>

INSLEE, BEST, DOEZIE & RYDER, P.S.  
P.O. BOX 90016  
BELLEVUE, WA 98009-9016  
(425) 455-1234  
TAX ID # 91-0872275

RECEIVED  
2012 JUL 11 PM 12:37

King County Ferry District  
Attn: Anne Noris  
516 Third Ave., Room W-1039  
Seattle, WA 98104

INVOICE DATE 07/10/12  
INVOICE NO. 184441  
ACCOUNT NO. 361394-0001

RE: K.C. Ferry District - General

Amount Due from Previous Statement	\$	6,099.00
Payments Received Since Previous Statement	\$	.00
Last Payment Received On 05/23/12		
Account Adjustment	\$	.00
Finance Charge	\$	.00
<b>BALANCE FORWARD</b>	<b>\$</b>	<b>6,099.00</b>

FOR LEGAL SERVICES RENDERED THROUGH 06/30/12:

DATE	ATTY	DESCRIPTION	HOURS	AMOUNT
06/01/12	RAL	Call to C. Nelson re Title VI plan; review draft of plan.	1.10	280.50
06/02/12	RAL	Research re, review and revise Title VI plan.	3.30	841.50
06/04/12	RAL	Research re and work on revisions to Title VI plan; prepare email memo to C. Nelson re comments on Title VI plan; call to C. Nelson.	5.80	1,479.00
06/05/12	RAL	Review and revise draft notice and research re issues re Title VI notice; email to C. Nelson re notice language.	2.40	612.00
06/07/12	RAL	Review file and research re submittal of Title VI plan.	.30	76.50
06/12/12	RPK	Review amendment to Flex Pass agreement; email to S. Davis and C. Nelson re same.	.70	192.50
06/13/12	RPK	Review S. Davis and C. Nelson email re amendment to Flex Pass agreement; research re amendment; email to S. Davis and C. Nelson re same.	1.50	412.50
06/14/12	RPK	Review C. Nelson and S. Davis emails re amendment to Flex Pass agreement.	.10	27.50
06/18/12	RAL	Research re requirements to complete ADA and urbanized area formula plans.	1.10	280.50

PAGE NO. 2  
INVOICE DATE 07/10/12  
ACCOUNT NO. 361394-0001

06/19/12	RAL	Work on issue submittal of ADA plan.	.40	102.00
06/22/12	RAL	Research re issues re submittal of urban area formula program and ADA plan.	1.20	306.00
06/27/12	RPK	Review C. Nelson email re ILA revisions; commence review of ILA revisions.	.20	55.00
06/30/12	RPK	Review and revise changes to ILA and C. Nelson emails re same; prepare new sections of ILA; email to C. Nelson re same.	5.70	1,567.50

Total Fees This Invoice \$ 6,233.00

**TOTAL FEES AND COSTS THIS INVOICE \$ 6,233.00**  
**TOTAL AMOUNT DUE NOW \$ 12,332.00**

PAYMENT DUE UPON RECEIPT--1% MO. FINANCE CHARGE ASSESSED AFTER 60 DAYS.  
TO ASSURE PROMPT CREDIT, PLEASE INDICATE YOUR ACCOUNT NO. ON YOUR CHECK.  
THIS INVOICE MAY NOT INCLUDE COSTS NOT YET BILLED TO US.

INSLEE, BEST, DOEZIE & RYDER, P.S.  
P.O. BOX 90016  
BELLEVUE, WA 98009-9016  
(425) 455-1234  
TAX ID # 91-0872275

RECEIVED  
2012 AUG -8 PM 12:21  
CLERK  
KING COUNTY COUNCIL

King County Ferry District  
Attn: Anne Noris  
516 Third Ave., Room W-1039  
Seattle, WA 98104

INVOICE DATE 08/07/12  
INVOICE NO. 185225  
ACCOUNT NO. 361394-0001

RE: K.C. Ferry District - General

Amount Due from Previous Statement	\$	12,332.00
Payments Received Since Previous Statement	\$	(6,099.00)
Last Payment Received On 07/19/12		
Account Adjustment	\$	.00
Finance Charge	\$	.00
<b>BALANCE FORWARD</b>	<b>\$</b>	<b>6,233.00</b>

FOR LEGAL SERVICES RENDERED THROUGH 07/31/12:

DATE	ATTY	DESCRIPTION	HOURS	AMOUNT
07/02/12	RAL	Research re issues re ADA and urbanized area formula compliance.	1.80	459.00
07/03/12	RAL	Research re issues for ADA and Urbanized Area Formula Program Triennial Review issues.	2.60	663.00
07/03/12	RPK	Research re Kitsap Transit and Port of Kingston vessels and Pier 50 license agreement; telephone conference with C. Nelson re same; telephone conference with C. Nelson and S. Davis re same.	.90	247.50
07/12/12	RAL	Work on issues re ADA and Urbanized Area Formula Program reporting requirements; prepare email memo to C. Nelson re same.	2.50	637.50
07/12/12	RPK	Review A. Noris email; email to A. Noris.	.10	27.50
07/13/12	RPK	Review and respond to A. Noris email.	.10	27.50
07/14/12	RPK	Research re Pier 50 issue; email to C. Nelson re same.	.90	247.50
07/16/12	RPK	Research re Pier 50 issue; review proposed amendments to County ILA; email to C. Nelson re proposed amendments; email to L. Akiyoshi, Risk Management Office, re Pier 50 issue.	2.40	660.00

PAGE NO. 2  
INVOICE DATE 08/07/12  
ACCOUNT NO. 361394-0001

07/17/12	RPK	Telephone conference with L. Akiyoshi re Pier 50; telephone conference with S. Pratt and L. Akiyoshi re Pier 50; finalize email to C. Nelson re Pier 50.	.80	220.00
07/18/12	RPK	Review C. Nelson email re sections 6 and 7 of County ILA; review proposed re-write of sections 6 and 7; commence preparation of email to C. Nelson re re-write of sections 6 and 7.	.80	220.00
07/19/12	RPK	Further work on email to C. Nelson re sections 6 and 7 of ILA.	.80	220.00
07/21/12	RPK	Research re Pier 50 issues; commence email to C. Nelson re same.	1.20	330.00
07/23/12	RPK	Review C. Nelson email re new ILA revisions; review revisions; developer language for new ILA section; email to C. Nelson re new ILA section and revisions.	2.40	660.00
07/25/12	RPK	Review C. Nelson email re Section 5.2 of ILA; email to C. Nelson re same; review C. Nelson email re Risk Managment Office comments on ILA; email to C. Nelson re same; email to M. Allison re executive session.	1.00	275.00
07/31/12	RPK	Telephone call to C. Nelson re ILA issue; telephone conference with C. Nelson and P. Brodeur re Kitsap Transit and Port of Kingston use of Pier 50.	.60	165.00

Total Fees This Invoice \$ 5,059.50

TOTAL FEES AND COSTS THIS INVOICE \$ 5,059.50  
TOTAL AMOUNT DUE NOW \$ 11,292.50

PAYMENT DUE UPON RECEIPT--1% MO. FINANCE CHARGE ASSESSED AFTER 60 DAYS.  
TO ASSURE PROMPT CREDIT, PLEASE INDICATE YOUR ACCOUNT NO. ON YOUR CHECK.  
THIS INVOICE MAY NOT INCLUDE COSTS NOT YET BILLED TO US.



# FRANCIS & COMPANY PLLC

Thursday, May 03, 2012

King County Ferry District  
Attn: Anne Noris, Clerk of the Board  
W 1039 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

Invoice No. 3917

Fee for professional services rendered in April 2012 for on-going accounting and related work and also for working on preparing 2011 full year full disclosure financial statements.

DATE	SERVICE	STAFF	HOURS	AMOUNT
04/02/2012	Contact Paychex to setup payroll.	Wang	0.50	\$ 55.00
04/02/2012	Worked on 2011 financial statements.	Chen	3.00	420.00
04/03/2012	Worked on 2011 financial statements.	Chen	4.00	560.00
04/04/2012	Financial reports	Francis	0.50	95.00
04/04/2012	Work on interfund transfer to Fire District	Wang	0.50	55.00
04/04/2012	Worked on 2011 financial statements.	Chen	1.00	140.00
04/06/2012	Financial reports-federal grant SEFA	Francis	1.00	190.00
04/06/2012	Reviewed document support for 2011 financial statements.	Gill	5.00	700.00
04/06/2012	Worked on 2011 financial statements.	Chen	3.00	420.00
04/07/2012	Work on 2011 full disclosure financials.	Francis	2.00	380.00
04/07/2012	Worked on review of working paper files and financial statement draft.	Gill	4.00	560.00
04/07/2012	Work on year-end financials.	Woods	6.00	660.00
04/09/2012	Worked on 2011 financial statements.	Gill	4.00	560.00
04/10/2012	Internal audit services	Francis	1.50	285.00
04/11/2012	Work on 2011 financial statements, attended Board meeting	Francis	2.50	475.00
04/14/2012	Work on 2011 full year financials.	Francis	0.50	95.00
04/14/2012	Worked on 2011 financial statements.	Gill	1.00	140.00
04/14/2012	Worked on year-end financials.	Woods	2.25	247.50
04/16/2012	Accessing date from new County system	Francis	0.75	142.50
04/17/2012	Worked on 2011 financials.	Francis	1.00	190.00
04/17/2012	Work on January & February 2012 general ledger.	Woods	1.50	165.00
04/17/2012	Work on payroll and ledger.	Francis	1.00	190.00
04/17/2012	Worked on payroll document setup and fund transfer.	Wang	1.00	110.00
04/18/2012	Worked on January 2012 general ledger	Woods	0.50	55.00
04/18/2012	Worked on report drafting for the financial statements ending December 31, 2011.	Woods	5.00	550.00
04/19/2012	Worked on 2011 financials.	Francis	3.00	570.00

206.282.3720 T

206.282.3949 F

701 Dexter Ave. N., Suite 404  
Seattle, Washington 98109

[francis-company.com](http://francis-company.com)

DATE	SERVICE	STAFF	HOURS	AMOUNT
04/19/2012	Worked on Quickbooks general ledger.	Woods	2.50	275.00
04/20/2012	Compiling financial statement	Francis	1.00	190.00
04/23/2012	Cash disbursements	Francis	0.25	47.50
04/23/2012	Worked on annual financials.	Woods	2.00	220.00
04/23/2012	Presentation package.	Woods	2.00	220.00
04/24/2012	Worked on annual financial statements and presentation package	Woods	2.50	275.00
04/24/2012	Internal audit services	Francis	1.00	190.00
04/25/2012	Work on 2011 financials.	Francis	1.00	190.00
04/26/2012	Worked on NTD review.	Gilven	5.00	550.00
04/26/2012	Worked on Jan 2012 monthly financials	Woods	2.00	220.00
04/26/2012	Worked on Feb 2012 monthly financials	Woods	2.00	220.00
04/26/2012	Worked on NTD financial report.	Gill	2.00	280.00
04/27/2012	Worked on NTD review.	Gilven	0.50	55.00
04/27/2012	Worked on Jan 2012 monthly financials	Woods	2.00	220.00
04/27/2012	Worked on financials Feb. 2012	Woods	2.00	220.00
04/27/2012	Worked on NTD internet report.	Gill	2.00	280.00
04/27/2012	Invoice review.	Woods	1.00	110.00
04/29/2012	January 2012 financials, & NTD report.	Chen	5.00	700.00
04/30/2012	Worked on NTD review.	Gilven	0.50	55.00
04/30/2012	Worked on payroll deposit request, and year-end financial statement presentation.	Wang	0.50	55.00
04/30/2012	Worked on NTD report for 2011 and the financial statements for Jan & Feb. 2012.	Gill	5.00	<u>700.00</u>
Total For Services				13,282.50
Total For Expenses				<u>1.35</u>
Current Amount Due				<u>\$ 13,283.85</u>

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
30,678.35	0.00	0.00	0.00	0.00	30,678.35

All fees are payable in U.S. currency to Francis & Company PLLC. A finance charge of 1.0% per month will be assessed on any unpaid balance after the deduction of current payments, credits, and allowances made within 30 days of billing. This is an annual percentage rate of 12%.





# FRANCIS & COMPANY PLLC

Thursday, July 05, 2012

King County Ferry District  
Attn: Anne Noris, Clerk of the Board  
W 1039 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

Invoice No. 4023

Fee for professional services rendered in May 2012, including unbilled April service for on-going accounting and related work, including work on preparing 2011 full year, full disclosure statements.

DATE	SERVICE	STAFF	HOURS	AMOUNT
04/26/2012	Compiling January financials.	Francis	2.00	\$ 380.00
04/26/2012	NTD reports.	Francis	1.75	332.50
04/30/2012	Financial reports for 2011.	Francis	1.50	285.00
04/30/2012	NTD reports and 2011 financials.	Francis	4.00	760.00
05/01/2012	Financial reports	Francis	0.50	95.00
05/01/2012	Work on financial statements.	Gill	2.00	280.00
05/02/2012	Work on 2011 financial statements, meeting with Council staff to review financials; made changes based on meeting.	Francis	3.50	665.00
05/02/2012	Report drafting.	Alipao	0.15	6.00
05/07/2012	Capital assets report requested by County financial reporting	Francis	0.75	142.50
05/09/2012	Compiling 2011 financial statements; Board meeting	Francis	3.00	570.00
05/09/2012	Worked on financial reports.	Alipao	0.35	14.00
05/11/2012	Worked on payroll deposit request.	Wang	0.25	27.50
05/14/2012	2011 financial statements; Board mtg.	Francis	3.50	665.00
05/15/2012	Worked on financial statement review.	Gill	1.00	140.00
05/16/2012	Worked on payroll deposit calculation.	Wang	0.35	38.50
05/25/2012	Financial reports	Francis	1.50	285.00
05/25/2012	Worked on payroll deposit request.	Wang	0.25	27.50
05/26/2012	Financial reports	Francis	1.00	190.00
05/29/2012	Report to the State Auditor.	Francis	2.00	380.00
05/29/2012	Worked on submitting annual financials to State Auditor.	Woods	5.00	550.00
Total For Services				5,833.50
Total For Expenses				367.45
Current Amount Due				\$ 6,200.95

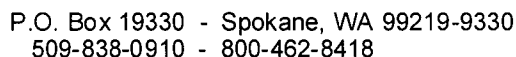
0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
6,200.95	0.00	13,283.85	0.00	0.00	19,484.80

All fees are payable in U.S. currency to Francis & Company PLLC. A finance charge of 1.0% per month will be assessed on any unpaid balance after the deduction of current payments, credits, and allowances made within 30 days of billing. This is an annual percentage rate of 12%.

206.282.3720 T  
206.282.3949 F

701 Dexter Ave. N., Suite 404  
Seattle, Washington 98109

[francis-company.com](http://francis-company.com)



Invoice Number: R13504	Invoice Date: 7/31/12	Page: 1
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Customer PO	Payment Terms	Sales Rep ID	Due Date
	Net 30 Days		8/30/12

Subtotal	2,495.00
Payment/Credit Applied	
<b>TOTAL</b>	<b>\$ 2,495.00</b>

# Memorandum

From: Mark Kammers, Executive Director  
Re: PY 2013 Renewal Invoice

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Enclosed is your Policy Year 2013 renewal invoice. As always, our goal is to keep your insurance and risk management program as affordable as possible while delivering the broadest coverage and best service available. To provide stability and predictability in rates over a period of years, Enduris has a long standing policy of rates mirroring the rate of inflation. This policy allows for members to predict costs for budgeting purposes.

We are pleased to announce there is **no rate increase** for property, automobile physical damage and crime coverage for PY 2013 and there is a 5% adjustment for all lines of liability coverage. Combining all coverage, the overall rate adjustment pool-wide is approximately 2.75%.

Regarding your real estate and RC vehicle assets, a Marshall and Swift inflation factor of 2% was automatically applied to your total insured values at the time of your renewal review in March. This automatic provision helps keep pace with inflation for the cost of replacement values.

It is our pleasure to work for you. We are proud to deliver the finest package of insurance and risk management services available in Washington State for local public entities. We sincerely thank you for your commitment and partnership. Please contact Suzanne Heath at 800-462-8418 if you have any questions regarding your invoice.

Washington State  
Department of Enterprise Services  
**Purchasing & Contract Administration**  
TIN 45-2096870

**Invoice No.**  
**18-1-58134**

This is a re-print. The original copy of this invoice has  
been viewed.

**Invoice Date:** 07-01-2012 **Due Date:** 07-31-2012

**For Period of:** 07-01-2012 **To:** 09-30-2012

**Customer/Account Number:** 11701- 001

**Reference Number:** 2010-WPC-177

**PO Number:**

**Bill to:** ANNE NORIS  
KING COUNTY FERRY DISTRICT  
MS KCC-CC-1200  
W 1039 516 3RD AVE  
SEATTLE WA 98104-3272

**For Accounts Receivable inquiries:** Tabitha Glover  
phone: (360) 407-9238  
fax: (360) 664-9040  
email: [tabitha.glover@des.wa.gov](mailto:tabitha.glover@des.wa.gov)

**Remit to:** Department of Enterprise Services  
Financial Office  
PO Box 41008  
Olympia, WA 98504

**For Customer Service inquiries:** Co-op Manager  
phone: (360) 407-9396  
fax: (360) 407-9176  
email: [COOP@GA.WA.GOV](mailto:COOP@GA.WA.GOV)

**Payment Information:**

Agency: 1790

Fund	SWV	Amount
422	0098117-11	\$125.00

*Please Indicate Invoice/Credit Memo Numbers on Payment Document or Return Top Portion With Payment*

Item Code	Item Description	Reference Number	Quantity	Unit	Unit Price	Total
1 CO-OP	CO-OP MEMBERSHIP		1.00	QTR	\$125.00	\$125.00
						<b>Total: \$125.00</b>

**Comments:**

Quarterly Co-op Membership billing for calendar year 2012. PLEASE REFERENCE THE INVOICE NUMBER WITH

YOUR PAYMENT. Thank you for using OSP services.

Statements are on-line at <https://fortress.wa.gov/ga/apps/ar/> . Hard copy statements are available upon request



*Yes! We want to participate in*

# SEATTLE TOURMAP 2013

Two Million Copies, (2,000,000),  
including Tourmap's FREE Internet link-through service.

## KING COUNTY FERRY DISTRICT

**Attention: D, Christine Nelson**

Here is our contract which we are mailing to,  
TOURMAP CO.  
P.O. BOX 16253  
Seattle, WA 98116

Or, we are Faxing to (206) 937-0134.

**Our Website URL address for you is: <http://kingcounty.gov/transportation/kcdot/WaterTaxi/WestSeattleRoute.aspx>**

ART COPY  
☐ attached ☐  
☐ coming ☐  
☐ to prepare ☐  
☐ as before ☐

# **tourmap® co.**

P.O. Box 16253  
Seattle, WA 98116

Telephone: 206/932-2506  
Facsimile: 206/937-0134

\$	1,400.00	1st Location
\$	0.00	
\$	0.00	
\$		
\$		5 Things To Do
\$	1,400.00	Total Value

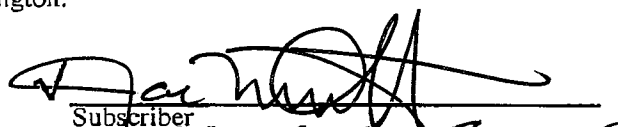
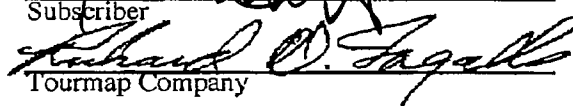
## AGREEMENT

THIS AGREEMENT made this 2nd day of August, 2012,  
by and between TOURMAP CO., with its principal place of business at Seattle, Washington (hereafter referred to as "TOURMAP") and KING COUNTY FERRY DISTRICT (hereafter referred to as "SUBSCRIBER").

In consideration of the mutual promises herein contained, the above parties to this contract agree as follows:

1. SUBSCRIBER hereby agrees to advertise in the Seattle, WA for the year 2013.
2. TOURMAP will publish and distribute 2,000,000 copies of a four-color tourist map of Seattle, WA
3. SUBSCRIBER'S place of business located at W1200 516 3rd Ave., Seattle, WA 98104 shall be represented on said map and derivative products
4. SUBSCRIBER will pay to TOURMAP the sum of \$ \$1,400.00 for the above service. \$ 1/3 to 1/2 of this sum to be paid with the contract and the remainder upon delivery of said map.
5. This agreement shall become operative only upon approval of the home office of TOURMAP, Seattle, WA.
6. All parties agree that venue shall be laid in Seattle, Washington.

Make all checks payable to TOURMAP COMPANY only.

  
Subscriber  
  
Tourmap Company

## INVOICE

### Expenses for Ferry District Administrator

Blueshield of Washington Health Insurance Premium for April, May, June & July  
4 months @ \$242 per month \$968.00

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**TOTAL DUE : \$968.00**

# AlaskaUSA

Federal Credit Union®

P.O. Box 196613 • Anchorage, Alaska 99519-6613 • www.alaskausa.org

STATEMENT OF ACCOUNT  
ACCOUNT  
STATEMENT PERIOD  
FROM 03-15-12  
THROUGH 04-14-12  
PAGE 1

45634

175



DIANA CHRISTINE NELSON

PO BOX 1823

VASHON WA 98070-1823

## CONV CHEK - 70 (CONTINUED)

OTHER WITHDRAWALS/DEBITS: (7 TOTALING \$ 3846.29)

Effective	Posted	DESCRIPTION	AMOUNT
03-20	03-20	WITHDRAWAL	
03-20	03-20	WITHDRAWAL	
03-22	03-22	WITHDRAWAL	
04-06	04-06	WITHDRAWAL	
04-10	04-10	WITHDRAWAL	
04-10	04-10	WITHDRAWAL ACH BLUESHIELD OF WA TYPE: INS. PREM. CO: BLUESHIELD OF WA	242.00
04-11	04-11	WITHDRAWAL	

*Auto withdrawal of April Health Insurance Premium*

DEPOSITS/OTHER CREDITS: (7 TOTALING \$ 4727.87)

Effective	Posted	DESCRIPTION	AMOUNT
03-19	03-19	DEPOSIT	
03-20	03-20	DEPOSIT	
03-21	03-21	DEPOSIT	
03-31	03-31	DEPOSIT CHECK	
04-06	04-06	DEPOSIT	
04-10	04-10	DEPOSIT	
04-11	04-11	DEPOSIT	

### CHECKING SUMMARY:

PREVIOUS BALANCE  
PLUS 7 DEPOSITS/OTHER CREDITS TOTALING  
LESS 7 CHECKS TOTALING  
LESS 7 OTHER WITHDRAWALS/DEBITS TOTALING  
NEW BALANCE

END OF STATEMENT



# AlaskaUSA

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## STATEMENT OF ACCOUNT

ACCOUNT

STATEMENT PERIOD

FROM

06-15-12

THROUGH

07-14-12

PAGE

1

46309

176



DIANA CHRISTINE NELSON

PO BOX 1823

VASHON WA 98070-1823

### CONV CHEK - 70 (CONTINUED)

\* INDICATES BREAK IN CHECK NUMBER SEQUENCE

#### OTHER WITHDRAWALS/DEBITS: (6 TOTALING

Effective	Posted	DESCRIPTION	AMOUNT
06-19	06-19	WITHDRAWAL	
06-27	06-27	WITHDRAWAL	
07-06	07-06	WITHDRAWAL	
07-10	07-10	WITHDRAWAL	
07-10	07-10	WITHDRAWAL	
07-10	07-10	WITHDRAWAL ACH BLUESHIELD OF WA TYPE: INS. PREM. CO: BLUESHIELD OF WA	242.00

*Auto withdrawal of July Health Insurance Premium*

#### DEPOSITS/OTHER CREDITS: (5 TOTALING

Effective	Posted	DESCRIPTION	AMOUNT
06-18	06-18	DEPOSIT CHECK	
06-25	06-25	DEPOSIT CHECK	
06-29	06-28	DEPOSIT	
07-09	07-09	DEPOSIT	
07-13	07-12	DEPOSIT	

#### CHECKING SUMMARY:

PREVIOUS BALANCE  
PLUS 5 DEPOSITS/OTHER CREDITS TOTALING  
LESS 11 CHECKS TOTALING  
LESS 6 OTHER WITHDRAWALS/DEBITS TOTALING  
NEW BALANCE

END OF STATEMENT